

**NATIONAL PETROLEUM COUNCIL
U.S. DEPARTMENT OF ENERGY**

Advisory Committee Charter

1. **Committee's Official Designation.** National Petroleum Council (NPC).
2. **Authority.** This charter establishes the National Petroleum Council (Council) under the authority of the U.S. Department of Energy (DOE). The Council is being renewed in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C., App. 2.
3. **Objectives and Scope of Activities.** The Council provides advice and recommendations to the Secretary of Energy on matters relating to oil and natural gas, and the oil and natural gas industries. The Council activities and/or topics include:
 - Energy outlooks, energy markets and geopolitical trends;
 - Environmental protection and efficiency;
 - Natural gas and oil resource development;
 - Fuels and refining;
 - Strategic petroleum reserves;
 - Emergency planning and preparedness;
 - Energy infrastructure;
 - Energy research and technology; and
 - Energy transportation.
4. **Description of Duties.** The duties of the Council are solely advisory in nature.
5. **Official(s) to Whom the Committee Reports.** The Council reports to the Secretary of Energy.
6. **Agency Responsible for Providing Necessary Support.** The Department of Energy. Within the Department, primary support shall be furnished by the Office of Fossil Energy.
7. **Estimated Annual Operating Costs and Staff Years.** The estimated annual operating costs associated with supporting the Council are approximately \$250,000; including one and one-half staff years.
8. **Designated Federal Officer (DFO).** A full-time or permanent part-time Department of Energy employee, appointed in accordance with agency procedures, will serve as the DFO (or designee). The DFO (or designee) will approve and call all Council meetings and subcommittees' meetings, and prepare and approve all meeting agendas, attend all Council and subcommittee meetings, and adjourn any meeting when the DFO determines adjournment to be in the public interest.
9. **Estimated Number and Frequency of Meetings.** The Council will meet periodically, approximately twice a year.
10. **Duration.** The Council is expected to be continuing in nature.

11. **Termination.** The Council terminates two years from the charter filing date and may not meet if the Charter is not renewed biennially.

12. **Membership and Designation.** The Council will consist of approximately 200 members, who will be appointed by the Secretary of Energy. All members of the Council represent specific oil and natural gas industry sectors or related interests. These will include balanced representation from among, but not limited to, the following: integrated oil and natural gas companies; large and small oil and natural gas producers; natural gas companies; independent oil transporters, refiners, and marketers; construction, drilling, and oilfield support-service companies; financial and consultant services; electric companies and other large consumers; and non-industry or not-for-profit groups such as academia, States, Native American Tribes, and professional societies.

Members' terms shall be for a period of up to two years. Council members may be reappointed to additional terms following review. The Council will elect a Chair and Vice Chair from among its members.

Members of the Council serve without compensation, with a limited exception being case-by-case reimbursement in accordance with Federal travel regulations for per diem and travel expenses incurred by non-industry or not-for-profit group members while attending Council meetings.

13. **Subcommittee(s).** To facilitate the functioning of the Council, subcommittees or workgroups may be formed by the Council Chairperson, with DOE approval, as appropriate. The objectives of the subcommittees are to make recommendations to the parent Council with respect to particular matters related to the responsibilities of the parent Council.

Such subcommittees or workgroups may not work independently of the chartered Council and must report their recommendations and advice to the full Council for full deliberation and discussion. Subcommittees or workgroups have no authority to make decisions on behalf of the chartered Council, nor can they report directly to DOE.

14. **Recordkeeping.** The records of the Council shall be handled in accordance with General Records Schedule 26, Item 2, and Administrative Records Schedule 16, Item 8b(1.1) and approved agency records disposition schedule. These records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. 552.

15. **Filing Date.**

Date filed with Congress: JAN 10 2014



Carol A. Matthews
Committee Management Officer